



State of Maine
Department of Defense, Veterans and Emergency Management
Maine Emergency Management Agency

Emergency Management Training Announcement
U.S. Department of Homeland Security

Basic Public Information Officer Course (G290)
February 8 & 9, 2017

The State Emergency Management Agency will be conducting a training seminar on the Federal Emergency Management Agency training program for Public Information Officers (PIO). In order to be NIMS compliant all jurisdictions and agencies should have a designated and trained Public Information Officer.

This 2 day course is intended for the new or less experienced PIO. Program emphasis is on the basic skills and knowledge needed for emergency management public information activities. Topics include the role of the PIO in emergency management, conducting awareness campaigns, news release writing public speaking, and television interviews. *Completion of FEMA Public Information Officer Awareness Course (G 289/IS 29) is a prerequisite for attendance of the program. IS 29 is at <http://training.fema.gov/EMIWeb/IS/is29.asp>. Please include copy of certificate with application.*

Selection Criteria: State, Tribal, County and local emergency management and emergency services staff who have either full or part time direct responsibility for public information in their communities or departments. *Applicants will include an organizational chart indicating their position in local or departmental public information functions. Students should bring copies of their PIO plan and laptop computers if available.*

Instructors: MEMA Public Information staff will facilitate the program along with guest participants.

Course Location: The course will be held at the **Ramada Inn and Conference Center, 352 North Street in Saco, ME.** Classes will run from 8:15 a.m. to 4:30 p.m. daily. Lunch and breaks will be provided. Lodging may be provided for state and municipal government students travelling more than 50 miles from their work base. All other expenses including travel are the responsibility of the student.

**For further information on the application process, please contact the training staff at MEMA.
All applications should be submitted by email/fax via FEMA training application form found at:**

<http://www.maine.gov/mema/training>

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